

## **Ad Hoc Bedford Museum Study Committee Minutes of November 18, 2014**

Attending: members, Gaye Carpenter, Angelo Colao, Kara Kerwin, Selectman William Moonan, chair, and Carol Amick, Bedford Historical Society representative. Also present was Jan van Steenwijk of the Historical Society. Absent: members Linda Christen and Christopher Weisz. The minutes of the October 21 meeting were approved, 4-0.

The minutes of the October 21, 2014 meeting were considered and approved upon a motion by Ms. Carpenter, seconded by Mr. Colao. Voted 4-0.

Carol Amick, substituting for Frank Giccia as the representative of the Bedford Historical Society, handed out a list of attributes the Society would like to have incorporated in a museum. The needs of the museum would include: exhibit space, meeting space, archival space, storage other than archival, office/gift shop space, research and reading space, 2 bathrooms, and a small kitchenette. The Society board strongly feels all these attributes need to be incorporated in one location. Beyond providing for the needs of staff and visitors, it would make the museum available for functions that would provide additional income to the Society.

Mr. Colao expressed a concern that if the museum is located in a Town building, private entities might cause damage or be a liability to the Town. Mr. Steenwijk commented that the issues were not just financial. The Society had a large number of items and material that needed to be shown to the public, and that space to do this properly should be the driving force in choosing a location.

Mr. Moonan commented that many museums, as well as a number of Town buildings, had been visited by committee members. In order to begin the process of providing a final report, he noted that the charge that the committee received from the Selectmen required the committee to analyze other museums in the area as a frame of reference for any decision the Selectmen might make concerning a Town-supported museum. To this end, Mr. Moonan suggested that a spreadsheet be created which would enumerate attributes of the museums in the area that had been visited or researched. This would allow for a more visual, and, therefore, potentially easier method to make the required comparisons. Written descriptions, while useful, might make comparisons hard to keep in mind. To that end, Mr. Moonan volunteered to create such an Excel worksheet and to e-mail it to committee members so that they could populate the sheet with the information they had gathered. The sheet could also be used to evaluate potential sites for a Bedford museum identified by the committee.

The next meeting was scheduled for December 9, 2014 at 7:30.

Mr. Colao moved adjournment at 8:40 PM. Ms. Carpenter seconded the motion. Voted 4-0.